
LOS ANGELES COUNTY
HIV PREVENTION PLANNING COMMITTEE (PPC)
A Select Committee of the Commission on HIV Health Services
600 South Commonwealth Avenue, 6th Floor • Los Angeles CA 90005-4001

MEETING SUMMARY
Thursday, February 1, 2001
1:00 p.m.-5:00 p.m.
St. Anne's Foundation Conference Room
155 North Occidental Boulevard-Los Angeles, CA

MEMBERS PRESENT

Charles L. Henry	Patricia Jones
Dean Goishi	Sergio Avina
Jeff Bailey	Ricky Bluthenthal
Mark Etzel	Ric Loya
Danielle Glenn-Rivera	Cleo Manago
James Miller	Gail Sanabria
Vanessa Talamantes	Elaine Waldman
Nancy Wongvipat	Richard Zaldivar
Ruth Slaughter	

ABSENT

**Charles Henry-
**Chi-Wai Au
Ramon Flores
David Luis Herrera
John Copeland
Juan Carlos Ledesma
Kellii Trombocco
Cathy Reback
Rhena Carusillo
Evelyn Gonzalez-Figueroa
Vincent Lopez
Cecil Ingram
Latrice R. Dennis
Tony Zimbardi resigned effective 1-5-0

STAFF PRESENT

Maria Perez	Gabriel Rodriguez
Magdalena Esquivel	Oscar Garcia
Delia Sandoval	

*Arrived after roll call

**Excused absence

I. CHIPTS COLLOQUIA SERIES: SYRINGE ACCESS

Dr. Ricky Bluthenthal

Dr. Ricky Bluthenthal conducted an in dept presentation on Syringe Access. A copy of his presentation is included in the packet.

II. ROLL CALL

Roll call was conducted.

III. APPROVAL OF AGENDA

The committee approved the agenda.

III. PUBLIC COMMENT

Shirley Bushnell is interested in conducting a presentation to the PPC on Transgender youth. She passed out a flyer about a Transgender Youth Symposium that was conducted in November. **Miguel**

Martinez supported Ms. Bushnell's request. He also commented that they are concerned because their funding for transgenders will be discontinued in about 3 months.

V. APPROVAL OF MEETING SUMMARY

The committee approved the meeting summaries for 12-7-00 and 1-4-0.

VI. OPEN NOMINATIONS FOR COMMISSION SEATS

The nomination for Commission seat was opened for 30 days. The election will be held on March 1, 2001. There are two vacant Commission seats. Those vacating the seats are Evelyn Gonzalez-Figueroa and Dean Goishi. Cleo Manago nominated himself. Ric Loya and Elaine Waldman were nominated and both will consider. James Miller was nominated and he declined.

VII. OPEN NOMINATIONS FOR CO-CHAIR POSITION

The nominations for co-chair were opened for 30 days. The election will be held on March 1, 2001. Patricia Jones stated that she was resigning effective today. Dean Goishi commented that in the Policies and Procedures it is stated that the term for the co-chair position needs to be staggered. At the March election the individual who gets the highest votes will get the longer term.

The following PPC members were nominated and declined; Sergio Avina, Ric Loya, Nancy Wongvipat. Richard Zaldivar and Mark Etzel were nominated and both will consider. Richard suggested that the PPC search for women as co-chair. Jeff Bailey was nominated and accepted to act as temporary co-chair to help Dean Goishi until a co-chair is elected.

VIII. PRESENTATION-OVERVIEW OF STATE HIV SURVEILLANCE PLAN

Gordon Bunch provided an in depth presentation to the PPC about the State HIV Surveillance Plan. A package of the overview was provided. The goals of the HIV Surveillance system are:

- To estimate the magnitude of HIV disease
- To identify demographic and behavior risk factors
- To provide information to effectively target and evaluate education and prevention efforts
- To monitor trends to determine future education, prevention and treatment needs
- To maximize our allocation of federal funds

IX. BREAK

X. OAPP REPORT

Capacity Building

Maria Perez announced that the awards for Capacity Building were released about two weeks ago. A group of Capacity Building providers will meet on Friday to discuss the role and the importance of Capacity Building in the County.

Coordinated Prevention Network Provider

The Coordinated Prevention Network Provider RFP is pending. There were concerns expressed by the Board of Supervisors. It is expected that the announcement will be released within the next week.

Counseling and Testing

The Counseling and Testing RFP has undergone many revisions. It is hoped that this RFP will be released before February 15, 2001. Approximately six million dollars of Counseling and testing funds will be available throughout the County.

Demonstration Project: (Youth, Immigrant Workers, and Labor Force)

Presently the Planning and Development Unit is working on possibly 3 proposals to CDC for a new announcement that was released a week and a half ago. Those proposals are due on February 23 to CDC. The Demonstration Project consists of prevention for youth, immigrant workers, and labor force. Discussions are being held about applying for the Labor Force category and the Immigrant category.

The Youth category is related to supporting the work of the youth leadership and identifying a way in which to utilize those funds to advance the work that they have been doing as a group.

Maria Perez commented that she would not commit to the Immigrant category because of the priorities, demands, and workload of her office. The following are a few tasks that her office is involved with;

- Youth, Immigrant, and Labor Force proposals due February 23,
- Title II application to the State due this month
- Releasing the Coordinated Prevention Network
- Releasing the rebidding for the HE/RR re-bid
- Helping with the PPC Retreat
- A final 2000 Annual report is due to CDC
- Coordinated Prevention Networks RFP results are pending
- Capacity Building results are pending
- Counseling and Testing RFP is due to be released by the February 15
- Participating with the additional elections for Commission on HIV Health Services
- Convening community groups to receive input on priority setting for Title I

Her dilemma is balancing the priorities. Do we finalize what we have to make final awards and release the Counseling and Testing RFP or go after every single bit of money and delay those further?

There was a discussion about the Immigrant, and Labor Force proposals. Maria Perez explained that there is a need to have community-based organizations with extensive experience working with those populations around prevention. There is a need to be able to demonstrate that the work has been consistently supported and to state through what efforts. Although organizations have been involved in that type of work there is some difficulty in demonstrating how that has been extensively supported.

The Labor Force category deals more with what kind of strategies are to be used in order to get to day laborers, office workers, or to union workers. How do we involve the business communities' unions around prevention? PPC members commented that CHIPTS and DREW would be willing to explore ways and provide support in the labor category. Other PPC members expressed an interest and offered their support.

Maria commented that she was hoping that as a result of this discussion this would provide an opportunity for the PPC and the community for discussion and to work together. Maria Perez asked staff to circulate 3 different lists so those interested individuals could sign-up and indicate their preference.

XI. CO-CHAIR REPORT

Strategic Planning Process: Dean Goishi thanked the co-chairs of the subcommittees for attending the Strategic Planning Process workshop on a Saturday. The co-chairs are in the process of setting up a meeting to present the strategic planning process for Los Angeles County to the County Supervisor's office, their Chief Deputies and Health Deputies. It is an 18-month contract and it will be an ongoing document. Patricia Jones commented that she previously informed the PPC members that the co-chairs of both planning groups would send letters to the Board of Supervisors to request that they meet to identify the best process to keep them engaged in the strategic planning process. From that meeting

they requested to meet with the persons responsible for the larger strategic planning for Los Angeles County for the purpose of being informed of the HIV work.

Recruitment for PPC Membership

The applications for recruitment for membership to the PPC have been sent to the community. The Executive sub-committee has the responsibility for reviewing the applications. They will be presented at the March meeting and they will be invited to attend the March Retreat. There will be an orientation for new members in mid-March, which will be conducted through the Retreat sub-committee at OAPP.

ACTION: The Retreat sub-committee will organize the Orientation for new PPC members.

National Minority AIDS Council (NMAC)

Information about the National Minority AIDS Council is included in the packet. NMAC is conducting a regional training, and it is scheduled for February 27 through March 2, at the Grand Wilshire Hotel in Los Angeles. The CDC directly funded agencies will be given priority.

Syringe Replacement – Dr. Bluthenthal commented that there have been multiple drafts of an implementation plan and guidelines for operating the Needle Exchange Program that would be certified by the Los Angeles County. They have been reviewed by a sub-committee that is composed of a diverse groups of people some needle exchange providers, the Sheriff's Department, Public Health, Alcohol and Drug Programs. The document will be released within the next week and discussed at the March meeting. The implementation plan will be submitted to the Board of Supervisors in the middle of March. There are many issues around certification.

ASSIGNMENT: Once the document is provided OAPP will send out the document to PPC members. Ricky Bluthenthal will make a presentation about this document to the PPC. It is approximately 20 or 30 pages long.

Dean commented that Gail Sanabria who represents the State will also provide updates as to what the state is doing. She will begin in the April meeting.

XII. SUBCOMMITTEE REPORTS

Public Policy, Marketing Subcommittee

They had a discussion about several issues. The Sunset Review discussion raised the issue about the PPC's relationship to the Commission. Information will be provided to PPC members at the Retreat with respect to strategic planning. The sub-committee also discussed syringe replacement and the involvement of the Public Policy Marketing sub-committee in drafting a letter to DHS to move forward with these guidelines. After some discussion with the co-chairs and learning that there was progress, they decided to hold off on sending a letter. There was a discussion about legislative issues and Mario Perez provided an update. There was a discussion about the release of Governor Davis first draft of the budget for fiscal year 2001 and 2002. There were increases in the budget for the AIDS drug assistance program and HIV testing. At the March meeting a discussion will be held about drafting a letter to share with this group requesting that the Governor consider an increase for prevention services in California.

There was a discussion on HIV surveillance and the California HIV AIDS Coalition. Mario Perez-Ceballos gave an update of the Social Marketing Campaign. There is a draft protocol that will outline how social marketing campaigns happen. It is hoped that the protocol can be presented to the PPC at the March meeting. Members of the second district worked with Mario to discuss the images. There has been constructive dialogue. The recruitment application was also discussed.

A comment from the public was made, that last year a request was made to Supervisor Burke to make a motion to attempt to locate consultants in marketing groups within the 2nd district and the Latino

community about reviewing and looking at how to approach social marketing. It was stated that it was unknown if that was passed as an ordinance but it was brought up on the floor of the Board of Supervisors.

Maria Perez responded that community participants and community artists have developed the images. Both Patrick Heabert and Mario Perez-Ceballos, have actively sought input from community based organizations and several individuals from the community have had extensive conversations with Patrick and Mario.

Work and outreach continues and participants from the public, artists and community based organizations are invited to submit ideas and work with Mario Perez-Ceballos regarding ideas, messages and locations for the art work and social marketing to be displayed. The protocol will describe how and when to become involved and who to contact.

There was a discussion about the timeline and the release of the protocol. A member from the public commented that we need to ensure that our consultants are willing to meet the artist half way. Cleo Manago expressed an interest in becoming involved in the Social Marketing Campaign.

Patricia Jones suggested that Mark Miller and Pamela Ogata attend the Social Marketing Campaign meeting scheduled for tomorrow. There should be a link between the Evaluation component that was shared to the PPC last fall and the work that is being planned presently and the results should be presented to the PPC.

Operations Subcommittee

Richard Zaldivar reported that the sub-committee is working on the Policies and Procedures. Their goal is to submit them to the PPC for review next month.

Counseling and testing

The sub-committee has selected an advisor. They discussed the implementation of the HIV Counseling and testing form. Most agencies have expressed a concern about proper training and about reimbursement schedules. Another concern was being reimbursed for posttest disclosure follow-ups. Those questions were collected and will be forwarded to the State Office of AIDS who will be conducting training on February 15, at OAPP.

A presentation was conducted about the importance of suggesting flu vaccines for those who test positive for HIV, and for those who are in case management programs or early intervention programs. There is a need to be informed about flu vaccines because the treatment for the flu is heavy and the outcome has many potential side effects on immuno suppressed clients.

The sub-committee discussed the 2001 goals for the Counseling and Testing sub-committee. The sub-committee discussed the 2001 Counseling and Testing Days Campaign and the incentives and promotional items. They have not received a final report from the 2000 testing day's campaign. When that is received they will provide that to the PPC.

They will continue to work with the Latino recent Immigrant Coalition. They are having concerns regarding getting immigrant populations into counseling and testing services. There is also a concern regarding immigrant transgender sex workers being harassed by police for carrying condoms. The Immigrant Coalition shared with them a letter that was drafted to the Los Angeles Police Department (Pico union district). The letter addressed issues about procedures, and some of the activities regarding the sweeps they do with sex workers especially transgender and immigrant sex workers within the downtown area. Jeff Bailey recommended that they discuss this issue with the Hollywood Division

because the Gay and Lesbian Center has been working with them on sweeps with regards to transgenders and youth and the conflicts with how many condoms a person can actually carry.

Youth Leadership

Frank Roque commented that attendance improved last month. They had over 20 youth in attendance. The sub-committee discussed the new focus of the Youth Leadership Sub-committee, which is Developing youth leadership. This includes recruiting youth to attend the PPC meetings and recruiting new members to the PPC. Their second focus is identifying HIV prevention interventions that are effective for youth. They are in the process of locating experts on youth to provide them with guidance. They are also recruiting women to their sub-committee. There was a discussion about Facilitators for the Retreat.

Maria commented that Mr. Henry was very explicit in his meeting with the Prevention Providers, about OAPPs expectation regarding their participation in prevention planning. He stated that 25% was allocated for youth and those receiving awards, should actively participate in the Youth Leadership Sub-committee. OAPP will be reviewing the sign in sheets and monthly reports. A suggestion was made to initiate a relationship with the youth ministers through the faith community as a means to expand youth leadership as related to HIV prevention.

Best Practices

James Miller commented that it has been a challenge in obtaining enough participants to hold a meeting. The following discussion needs to be addressed at the Retreat. A Comment was made that perhaps there is a blending between Best Practice and Standards with Evaluation. Dean Goishi commented that maybe some of Gaps Analysis work may cross over with Best Practice.

Evaluation

The future direction of the sub-committee was discussed. The committee will become involved in providing evaluations on community events for youth forums and transunity pride events. In terms of engaging provider participation, they spoke about the needs to develop a resource inventory, and the need to establish their roles with the Gaps Analysis sub-committee. The resource inventory can be seen in three parts; (1). What services are provided in Los Angeles County; (2) a Needs Assessment; and (3) resources in terms of funding?

In terms of Needs Assessment such as population based studies we can look to CHIPTS. The PPC will need to have a discussion about this. Since CHIPTS will be providing presentations it was suggested to that the PPC guide them towards the BRGs, youth specific issues, interventions, and best practices.

Since the issue of violence has come up and its relationship to HIV, they are gathering information and data on this issue. They will be developing the evaluation and analyzing the data for the PPC Retreat. They also need participation from the community and from PPC members.

Gaps Analysis

Dean Goishi commented that the two new co-chairs for Gaps Analysis are Orenda Warren and Cleo Manago. The adhoc sub-committee has undertaken the following objectives;

- (1) Identify gaps in HIV Prevention services in Los Angeles County comparing BRGs and priorities as outlined in the HIV Prevention Plan 2000.
- (2) Make Recommendations to the Office of AIDS Programs and Policy to close gaps in HIV prevention services in Los Angeles County as identified in objective #1.
- (3) Identify and analyze new or overlooked BRGs and priorities based on new evidence, data, and trends.

- (4) Develop and update a matrix of intervention strategies by BRGs and funding.
- (5) Develop matrix of all HIV prevention resources in Los Angeles from different sources (i.e., SANSWA, CSAT, CDC, other LA County DHS, etc.)

Dean Goishi suggested that **Kelli Trombocco** and or **James Miller** could participate in this sub-committee to see how they can work out some of their sub-committee's responsibilities.

Elaine Waldman announced that there is a meeting at the Village on February 7, from 2:00 PM to 4:00 PM those interested in Gaps Analysis in SPA 4 and 5. It is an opportunity for those who want to do data sharing as it pertains to HIV services.

RETREAT

Bertell Ferguson reported that the Retreat would be held on **March 29 and 30, 2001**. The hotel **West Coast Long Beach** is a union hotel. The facilitator will be **Diane Burbie**. The following is a draft agenda.

March 29, 2001

- Role of Commission and PPC Overview
- Advocacy and Planning Roles
- Strategic Planning Process (Melanie Sovine)
- Quick Overview of the Process
- Tasks Ahead
- Open Discussion/Assignment of Task in Relation to Strategic planning (Committee)
- Re-application Overview and Timeline and Tasks (OAPP and Kevin O'Conner)
- Process of Application, what is involved, and what are the timelines and tasks that the PPC must overtake to Complete the Application Process
- Committee Organization/Work

March 30, 2001

- Address any concerns
- Committee work
- Committee Reports
- Debriefing
- Evaluation

Dean and Bertell are working on the overall goals and objectives for the retreat. New member orientation will take place prior to the retreat. Dean Goishi commented that from listening to the co-chairs from the subcommittees over the last months, he understood that they wanted time to do work at this retreat.

ASSIGNMENT: Dean Goishi asked PPC members to contemplate about how to structure the committee work. Also to consider how strategic planning can play a role in sub-committees based on the knowledge of the Strategic Planning. What do the sub-committees need to do to get the re-application completed in time? How does the Plan fit into the CDC's Strategic Planning Process and how does sub-committee work fit into the reapplication to the CDC?

ASSIGNMENT: A facilitator for each subcommittee needs to be selected and indicated in the form included in the PPC packet. The form should be sent to OAPP by February 9. It will be the responsibility of the subcommittee's co-chair to contact that person and confirm attendance to the Retreat. In selecting a facilitator it should be noted that the facilitator should be able to guide the group through a process and come up with an end product. Each sub-committee will be asked to

do a 15-minute presentation for the entire body and the entire body will give its approval of the work.

Dean Goishi asked the co-chairs to bring to the Executive sub-committee suggestions of what their committee will undertake for the purpose of eliminating duplication. Also to select the sub-committee most appropriate for that task.

XIII. ANNOUNCEMENTS

- ◆ **Dean Goishi** thanked **Patricia Jones** for her leadership as co-chair and for her support, they have worked well together.
- ◆ **Elaine Waldman**: The Bi-National conference dealing with HIV Prevention and Community Outreach will be held on February 22 and 23. It is co-sponsored by STD Programs and Planned Parenthood. The conference deals with leadership.
- ◆ **Patricia Jones**: In the packet there is a listing of several upcoming workshops in Los Angeles County in the spring concerning leadership development and strategic planning.
- ◆ NMAC regional training's are occurring at the end of Feb 27 to March 2. February 5 is the deadline and copies of the applications are available with Dean.
- ◆ **Jeff Bailey**: On Tuesday February 20 at 2:00 PM people that are applying services in SPA 4 met about designing a referral linkage instrument being that is in a lot of our scopes of work. Will meet at the Village to regarding a resource directory of services in SPA 4.
- ◆ **Mark Etzel**: On April 10 CHIPTS will be hosting its 4th annual HIV Research Anoration. It is a training conference for pre and postdoctoral students to present their research. Flyers with information about this will be provided next month.
- ◆ **Cleo Manago**: One of his articles "Barriers in African American Community to HIV and AIDS Prevention" will be published in a Los Angeles County magazine, in the February edition.
- ◆ **Kevin Spears**: There will be a community forum at 7:00 p.m. on February 2, to hear from the candidates running for the 32nd Congressional District, at 3320 West Adams Blvd. Hollman United Methodist Church. The 2nd District Coalition met. Discussion was held about potential food distribution at OASIS Spectrum. Los Angeles City Bidders Conference for housing and for HOPWA will take place a week from today at the housing department. He received a newsletter from a group in the bay area called WORLD. It is a women advocacy group. There is a report in the newsletter about 7 women in the Chochilla prison who died from complications from HIV. They are requesting support from the community by participating in letter writing. If interested call the AmASSI center for more information.
- ◆ Job opportunities at South Bay Free Clinic were announced.
- ◆ The HIV Commission will be having the community forums. The CHHS Co-chairs are in the process of preparing a calendar of these scheduled events.

ASSIGNMENT: A recommendation was made that a calendar of community forums be provided to PPC members by the CHHS.

XIV. ADJOURNMENT

Meeting adjourned.

(ppc020101min) Revd.022701